

Capital Expenditure Committee
Minutes November 18, 2015

Present: Brian Bartkus (BB), Dan Brosgol (DB), Jim O'Neil (JO), Paul Mortenson (PM), Barbara Perry (BP), Eric Dahlberg (ED), Bill Moonan (WM), Tony Battaglia (TB), and Mary Ellen Carter (MEC).

Other Attendees: Rick Reed (RR) (Town Manager), Taissir Alani (Facilities), Ron Scaltreto (Facilities) Marcia Pyles (Facilities).

1. Meeting called to order at 7:31pm
2. Town Facilities Projects for FY 17-22.
 - a. Taissir Alani presented update of prior projects from FY15 or FY16. Most projects were completed. A few are still on-going.
 - b. Taissir Alani presented detailed descriptions of FY17 town facilities projects. There were seven projects presented. After the presentation, committee members asked questions about various projects.
 - c. There was a discussion about projects in the capital plan beyond F17 – in particular, the Davis / Lane additions and the town wide energy management system. There was also discussion on whether there are any placeholder estimates for additional projects that are at the concept stage at this point. There are not currently placeholders.
3. Updated proposed plan reflecting recent changes
 - a. RR noted that there are no new updates since two weeks ago. There will likely be changes next week.
 - b. RR asked what information the committee would want for upcoming meeting. WM recommended that committee members receive a ballot sheet containing each capital project. JO noted that capturing the discussion points would be helpful as well. PM commented that the finance committee is looking for Cap Ex committee evaluation before setting the capital amount.
 - c. Committee had a short discussion about the 6-year plan.
 - d. The committee proposed the following scale for voting:
 - 0- indicates project should be done
 - 1-indicates that project has merit but lower priority than 0-rated projects
 - 2-indicates that project has merit but lower priority than 0 and 1 rated projects
 - 3-indicates more information is needed or project should be deferred
 - X-indicates project should be deleted.

4. Approval of minutes of November 4, 2015
 - a. Motion to approve November 4, 2015 minutes as amended made by PM, second TB.
8-0-0
5. New Business
 - a. RR mentioned that the town has hired a new Assistant Town Manager.
6. Next meeting dates
 - a. Next meeting is December 2.
7. Motion to adjourn made by PM, seconded by WM. Meeting adjourned at 9:45 pm by a vote of 8-0-0.